

TECHNICAL WORK MAY NOT BEGIN PRIOR TO CO APPROVAL

NASA/GODDARD SPACE FLIGHT CENTER

REQUEST FOR TASK PLAN / TASK ORDER

CONTRACTOR	CONTRACT NO./TASK NO.	JOB ORDER NUMBER	APPROP. FY
QSS Group, Inc.	NAS5- 99124 TASK NO. 432 AMENDMENT	423-428-45-44	-89 FY01

TASK TITLE: (NTE 80 characters; include Project name)

Mass Storage Services

APPROVALS: (Type or print name and sign)

ASSISTANT TECHNICAL REPRESENTATIVE (OR TASK MONITOR)

Ben Kobler <i>Ben Kobler</i>	DATE 12/4/00	ORG CODE 586	MAIL CODE 423	PHONE 301-614-5231
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BRANCH HEAD

Dorothy C. Perkins <i>Dorothy C. Perkins</i>	DATE 12/6/00	CODE 423	PHONE 301-614-5048
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CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR)

Robert S. Lehair, Jr. <i>Robert S. Lehair, Jr.</i>	DATE 12/13/00	CODE 560	PHONE 301-286-6588
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FLIGHT HARDWARE, CRITICAL GSE OR SOFTWARE?
(If YES, NEED CODE 303 CONCURRENCE NEXT BLOCK)

CONTRACTING OFFICER'S QUALITY REP.

DESIGNATED FAM:

[X] NO [] YES

Larry Moore

The contractor shall identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to this Task Order or to any of the technical requirements of the Task Order Statement of Work and related specifications. The contractor shall complete and submit the required Reps and Certs.

(To be completed by Contracting Officer)

C.O. Requested Quote on:

Date: DEC 15

Contractor will develop specification or statement of work under this task for a future procurement. [X] NO [] YES

Flight hardware will be shipped to GSFC for testing prior to final delivery. [] NO [] YES [X] N/A

Government Furnished Property/Facilities: [X] NO [] YES - SEE LIST OF GFP (offsite only) / FACILITIES (onsite only)

Onsite Performance: [X] NO [] YES If yes: [] TOTAL [] PARTIAL
If partial, indicate onsite work in SOW by asterisk (*)

Surveillance Plan Attached: [X] NO [] YES

Highlighted Contract Clauses: (to be completed by Contracting Officer)

Per Clause H.14, Task Ordering Procedure, subparagraph (f), the effective date of this task order shall be 12/18/00.

INCENTIVE FEE STRUCTURE (check one)

(See Contract NAS5-99124, Attachment K, Incentive Fee Plan)

	No. 1	No. 2	X No. 3	No. 4	No. 5
Cost	10%	50%	25%	25%	%
Schedule	15%	25%	25%	50%	%
Technical	75%	25%	50%	25%	%

(To be completed by Contracting Officer)

The target cost of this task order is \$ 202,522

The target fee of this task order is \$ 748

The total target cost and target fee of this task order as contemplated by the Incentive Fee clause of this contract is \$ 203,270

The maximum fee is \$ 1,093

The minimum fee is \$0.

AUTHORIZED SIGNATURE:

THIS TASK ASSIGNMENT IS ISSUED ACCORDING TO THE CONTRACT CLAUSE "TASK ASSIGNMENTS AND REPORTS"

Theresa J. Becker
SIGNATURE OF CONTRACTING OFFICER

1/16/01
DATE

Theresa J. Becker
TYPED NAME OF CONTRACTING OFFICER

CONTRACTOR'S ACCEPTANCE:

AUTHORIZED SIGNATURE

DATE

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NASA/GODDARD SPACE FLIGHT CENTER

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QSS Group, Inc.	NAS5- 99124	432	

Applicable paragraphs from contract Statement of Work: 2.B

STATEMENT OF WORK: (Continue on blank paper if additional space is required)

The contractor shall provide the following systems engineering and related services in the areas of Mass Storage Systems:

- A. Assist in planning and execution of technical conferences in areas relevant to mass storage systems
 - A1. Assist in planning and execution of the yearly scheduled Goddard and IEEE Joint Conference on Mass Storage Systems and Technologies. Participate in program committee meetings, review abstracts, make paper selection recommendations, participate in panel discussions, and present papers when appropriate. Serve as co-editor for the conference proceedings and assist in the development of final electronic and hardcopy versions of the proceedings.
 - A2. Participate in planning committees for other related conferences and workshops such as the THIC meeting. Invite speakers, organize panel discussions, and present papers when appropriate.
 - A3. Attend other relevant conferences and workshops such as the NSIC (National Storage Industry Consortium) annual meetings
- B. Track technologies relevant to mass storage systems
 - B1. Arrange and attend meetings with technology developers in the areas such as magnetic tape drives, magnetic disk drives, optical tape drives, and holographic storage systems.
 - B2. Arrange meetings and briefings with vendors. Develop summary reports and briefings as appropriate.
 - B3. Develop media technology charts that outline trends in areal densities, volumetric densities, transfer rates, and cost of various archive technologies.
- C. Coordinate activities with standards organizations in areas relevant to mass storage systems
 - C1. Participate in AIIM (Association for Information and Image Management) standards meetings of C21.1 to review MS71: Conformance Tests for ANSI/AIIM MS66 - Metadata for Interchange of Files on Sequential Storage Media between File Storage Management Systems. Review documents and recommend modifications where appropriate
 - C2. Participate in AIIM standards meetings of C21.3 to review developments of optical tape standards. Review documents and recommend modifications where appropriate.
 - C3. Participate in AIIM standards meetings of C21.4 to review developments of standards media error monitoring and reporting. Review documents and recommend modifications where appropriate.
 - C4. Participate in IEEE SSSWG (Storage Systems Standards Working Group) meetings to review developments of storage systems standards. Review documents and recommend modifications where appropriate.
 - C5. Participate in the ISO/CCSDS meetings to review the OAIS (Open Archival Information System) reference model. Review documents and recommend modifications where appropriate.

PERFORMANCE SPECIFICATIONS:

Technical Progress Report: Acceptable performance is that the ATR is satisfied that he is being kept informed of the status of work performed and of issues requiring his attention.

Management: Performance will be measured against the following metrics: (1) accomplishment of objectives; (2) clear, incremental progress; (3) responsiveness to issues; (4) efficient and appropriate staffing; and (5) coordination with and good working relationship with ATR and other related contractor efforts, if applicable.

Reports and Documents: Technical performance will be based on thoroughness and completeness of written reports. Acceptable performance is that the ATR is satisfied that the material reflects the proper level of technical expertise and meets the objectives of the activity.

APPLICABLE DOCUMENTS:

None

TASK END DATE: 12/31/01**MILESTONES/DELIVERABLES AND DATES:**

- 1. Meeting Trip Report: due 2 weeks following completion of trip
- 2. Technical Progress Reports: monthly, 15th of the month

PERFORMANCE STANDARDS:

Schedule: On-time delivery/completion of the above deliverables/milestones

Technical: ATR's acceptance of the above

FINAL DELIVERY DESTINATION (NAME, BLDG, ROOM):

Ben Kobler, building 32, room E220B